



V I R G I N I A

Procurement Division
City Hall, Lynchburg,
Virginia 24504

(434) 455-3970 ● Fax (434) 845-0711

Invitation for Bid

Physical Fitness Equipment equivalent to or above the standard of the brand and model numbers listed on page 4 & 5.

Objective:

The City of Lynchburg is seeking bids from qualified vendors to supply physical fitness equipment.

Bid Deadline:

Bids are to be submitted no later than 2:00 p.m. Tuesday May 10, 2005 at which time they will be opened and read aloud.

Question Deadline & Contact Information:

Interested bidders may obtain additional information not listed herein by contacting Deborah Powell, Purchasing Technician at **(434) 455-3841**.

All requests for clarification or comments regarding this Bid or for additional information must be made in writing, by facsimile (434) 845-0711 or e-mail deborah.powell@lynchburgva.gov and received by 2:00 p.m. Tuesday May 3, 2005. Any revisions to the Bid will be provided to all prospective bidders by posting to the City's procurement website at www.lynchburgva.gov/home/index.asp?page=981.

All posted clarifications or addenda must accompany any submitted bid. Failure to do so may be cause for rejection of the bid as non-responsive.

Submit Sealed Bid Response To:

City Hall
900 Church St, Third Floor
Procurement Division – Physical Fitness Equipment
Lynchburg, VA 24504
Attn: Deborah Powell

ADVERTISEMENT FOR BIDS

The City of Lynchburg is seeking bids from qualified vendors to supply physical fitness equipment.

Bids are to be received, date and time stamped in the Procurement Office no later than 2:00 p.m. Tuesday May 10, 2005 at which time they will be opened and read aloud in the bidder's room, 3rd Floor, City Hall.

Specifications for bids may be obtained on the City's Procurement website at www.lynchburgva.gov/home/index.asp?page=981.

All requests for clarification or comments regarding this Bid or for additional information must be made in writing, by facsimile (434) 845-0711 or e-mail deborah.powell@lynchburgva.gov and received by 2:00 p.m. Tuesday May 3, 2005.

Clarifications, revisions or comments will be posted to the City's website listed above. All posted clarifications or addenda must accompany any submitted bid.

Failure to do so may be cause for rejection of the bid as non-responsive.

Submit Sealed Bid Response To:

City Hall

900 Church St, Third Floor

Procurement Division – Physical Fitness Equipment

Lynchburg, VA 24504

Attn: Deborah Powell

Qualification of Bidders:

This bid shall be awarded only to a responsive and responsible bidder, qualified to provide the goods specified. All bidders must provide with their bid response, evidence that they are a licensed dealer and also provide evidence that they are an authorized/certified agent for the goods bid. Failure on the part of the bidder to supply the required information with its bid response may result in rejection of their bid.

Additional Quantities:

For a period not exceeding twelve (12) months from the date of bid award, the City of Lynchburg reserves the right to purchase additional goods at the price bid in this bid request. If purchase of additional quantities is not acceptable, the bid response must note that the bid is for the specified quantities only.

Brand/Model number Referenced:

The referenced brand/model numbers are listed on page 4 & 5. Alternate brands/models shall be of equal or higher standard than those listed. Unless a bidder specifically states in his/her bid response, that an alternate of equal or higher standard of quality is being quoted, it shall be understood the bidder is quoting the brands specified in this invitation to bid. Alternate brand quotes must be accompanied by the manufacturer's factory literature and detailed specifications to assist in establishing bidders claim of equalness to that specified

Delivery:

Delivery is required within forty five (45) calendar days after receipt of the purchase order. Shipping shall be FOB destination setup and installed at nine Lynchburg, Virginia locations listed below:

Station 1 – 801 Clay Street
Station 2 – 2006 Grace Street
Station 3 – 4701 Fort Avenue
Station 4 – 410 Birch Street
Station 5 – 4800 Boonsboro Road
Station 6 – 2084 Fort Avenue
Station 7 – 2624 Lakeside Drive
Station 8 – 213 Old Graves Mill Road
Fire Administration – 800 Madison Street

Withdrawal:

No bid may be withdrawn during the period of thirty (30) days following the deadline for submission of bids. In the event such bid is accepted, the bidder will perform in accordance with the terms of the bid.

Bid Acceptance/Rejection:

The City reserves the right to accept any bid or to reject any or all bids.

Appeals Procedure:

In accordance with Sec 18-159 of the Lynchburg Code, any bidder may protest decision to award or an award, appeal a decision to refuse to allow withdrawal of bids, appeal a decision of disqualification, debarment or a determination of non-

responsibility, or appeal a decision on disputes arising during the performance of a contract.

Any protest or appeal pursuant to this section shall be in accordance with such administrative procedures as the City Manager may prescribe.

Any bidder availing themselves of the protest/appeal process shall submit a written protest or letter of appeal to the City Manager with a copy to the procurement administrator, in all of his matters, within the time constraints as set forth in the act. The written protest or appeal shall include the basis for the protest or appeal and the relief sought, and whether the bidder wishes to have a hearing with respect to the protest or appeal.

If no hearing is requested, the City Manager or his designee shall render a written decision to the bidder within ten (10) days of receipt of the written protest or letter of appeal.

If a hearing is requested, it shall be held within (10) days of receipt of the written protest or letter of appeal, and a final decision shall be rendered within ten (10) days of the hearing. During the hearing, the protesting party shall have the opportunity to present pertinent information and to cross-examine adverse witnesses. The hearing shall be an informal administrative proceeding rather than a judicial-type trial, and a disinterested person, who may be a city employee, appointed by the City Manager, will conduct it.

The findings of fact shall be final and conclusive and shall not be set aside unless the same are fraudulent or arbitrary or capricious, or so grossly erroneous as to imply bad faith. No determination on an issue of law shall be final if appropriate legal action is instituted in a timely matter.

Any party to the administrative procedure shall be entitled to institute judicial review if such action is brought within thirty (30) days of issuance of the results of the initial decision/hearing.

State Corporation Commission (SCC) Registration:

If listed as a Corporation, bidder must also submit documentation, with their bid response certifying that they are currently registered to conduct business in the commonwealth by the Virginia State Corporation Commission.

Fire Department Physical Fitness Equipment Specifications

Life Fitness Cross Trainer – Model 95Xi

- Life pulse digital heart rate monitoring with DSP (digital signal processing)
- Heart rate sensors located on moving arms
- No exposed roller tracks or wheels
- 25 levels of resistance
- 2.8 inch foot pedal spacing (reduces hip rotation)

Life Fitness Treadmill – Model 95Ti

- Life pulse digital heart rate monitoring with DSP (digital signal processing)
- 4 HP AC motor with lifetime warranty
- Life spring shock absorbers with lifetime warranty
- 26 inch side safety rails standard
- Graphite / polyester weave belt
- Dedicated display windows. (No scrolling to get time, distance, etc.)
- Replaceable computer overlay
- 30 minute belt/deck change
- Pivoting rear shaft support on incline. (Allows shaft to remain perpendicular to floor at all incline levels hence reduced breakage)
- Smart Stop (Senses when user leaves)
- Gerkin Protocol Software

Life Fitness Dual Adjustable Pulley Weight Machine

- Two 395 pound weight stacks
- Must be cage style with dual vertical columns
- Frame mounted accessory rack with manufacturers 7 piece sport kit
- Manufacturers designed fire fighter specific workout kit
- Independent stacks with 4:1 ratio (Allows for lower start resistance and high speed sport specific training)
- Roller wheel adjustable tube sliding system on columns
- Bid to include bench and stability ball

Life Fitness Recumbent Bike – Model 95Ri

- Life pulse digital heart rate monitoring with DSP (digital signal processing)
- 25 levels of resistance
- 2 pocket accessory tray on seat
- Wide ride pedals
- 3 piece crank design

Polar Telemetry Chest Strap

- To be used with treadmills, recumbent bikes, and cross trainers

Rubber Gym Mats – 4' x 6'x 1/2"

- To be placed under exercise equipment

Stretching Gym Mats – 2' x 6'

Jackson Strength Evaluation System – Model 32628

Hydraulic Hand Dynamometer

Jackson Sit and Reach Flexibility Tester – Model 01285

Detecto Dual Reading Beam Scales

Metronomes

Bidder to include shipping costs with all items they bid on.

All equipment must be quoted FOB destination/inside delivery/setup.

Prepaid Evaluation, Preventive Maintenance and Repair Services for Exercise Equipment

Bidders should provide a detailed description and associated costs for a three (3) year evaluation, preventive maintenance and repair service program for all treadmills, recumbent bikes, cross-trainers, and weight machines to be purchased as part of this bid process. The City intends to prepay the cost of this program at the time it makes payment to the successful bidder for the exercise equipment specified above.

Detailed information regarding time frames and procedures associated with periodic evaluation, preventive maintenance and repair services, and related costs (response fees, labor charges, etc.) must be provided.

Additionally, activities and costs not covered by the preventive maintenance/evaluation and repair service program must also be included.

Fire Department Physical Fitness Equipment List

	<u>Manufacturer/Brand Specifications</u>	<u>Quantity</u>	<u>Price</u>	<u>Extended</u>	<u>Brand Quoted</u>
1	Life Fitness Cross Trainer – Model 95Xi	10			
2	Life Fitness Treadmill – Model 95Ti	9			
3	Life Fitness Dual Adjustable Pulley Weight Machine	9			
4	Life Fitness Recumbent Bike – Model 95Ri	10			
5	Polar Telemetry Chest Strap	35			
6	Rubber Gym Mats – 4' x 6'x 1/2"	56			
7	Stretching Gym Mats – 2' x 6'	53			
8	Jackson Strength Evaluation System – Model 32628	1			
9	Hydraulic Hand Dynamometer	1			
10	Jackson Sit and Reach Flexibility Tester – Model 01285	1			
11	Detecto Dual Reading Beam Scales	9			
12	Metronomes	10			
13	Freight Charges	1			
14	<p>Prepaid Evaluation, Preventive Maintenance and Repair Services for Exercise Equipment:</p> <p>A. Bidders should provide a detailed description and associated costs for a three (3) year evaluation, preventive maintenance and repair service program for all treadmills, recumbent bikes, cross-trainers, and weight machines to be purchased as part of this bid process. The City intends to prepay the cost of this program at the time it makes payment to the successful bidder for the exercise equipment specified above.</p> <p>B. Detailed information regarding time frames and procedures associated with periodic evaluation, preventive maintenance and repair services, and related costs (response fees, labor charges, etc.) must be provided.</p> <p>C. Additionally, activities and costs not covered by the preventive maintenance/evaluation and repair service program must also be included.</p>	1			